

Minutes

LAG Committee Meeting

July 24, 2003

9:00 A.M.

Tukwila, Washington

Note taker:

Ron Pate

Attendees:

Gary Hughes, Harry Haslam, Owen Carter, Brian Moorehead, Jim Morrow, Larry Schofield, Ron Pate, Dale Rancour, Jim Whitbread, Al King, Russ Brown, Jim Seitz, and Jerry Bryant

Agenda topics

45 Min

Title VI – New Chapter Discussion

Ron Pate/All

Discussion: The discussion focused on the addition of the chapter and how it would relate to local agencies. After review, questions arose about the requirement of the program, the necessity of individual plans, and the need for the chapter.

Will an agency have to develop its own plan or have the ability to adopt a plan from another agency that is already in place? Why are we adding this when it is already required in chapter 27? Isn't this currently part of an agency's everyday administration? Would they be required to hire a person to administer the program?

The committee recommended that Title VI personnel from FHWA and WSDOT be present at the next meeting for questions. In addition, prior to the next meeting Gary Hughes, Mike Horton, Larry Schofield and Ron Pate, will meet to determine if the LAG manual is the proper place for information and what tools are available to address Title VI in respect to local agencies. No action on this item until resolution with FHWA and WSDOT Title VI office.

Action items: Invite FHWA and WSDOT Title VI personnel to present information, address questions, and arrange meeting to address materials and tools.

Person responsible:

Deadline:

Ron Pate

Oct. 2003

45 min

Acceptance and Assurance Information

Ron Pate/All

Discussion: Ron Pate presented the revision information on acceptance and assurance procedures. Adjustments were made to the tolerance area of the draft and it was approved for inclusion in the manual. This change adds thresholds for assurance sampling requirement. An assurance sample will not be required until the threshold for that material is reached. In addition, the committee recommended that this revision and all exceptions to the WSDOT construction manual be placed in an appendix of the chapter.

Under 52.3.33, regarding a new exception for nonstructural drainage items. How did this originate? Northwest Region to investigate source and reason for this change.

Action items: Make edits to the draft and include in next LAG revision.

Person responsible:

Deadline:

Ron Pate

Sept. 2003

50 min	CA Authority Discussion	Jim Morrow/All
<p>Discussion: Jim presented his concerns with the CA program. He feels that the CA program, as outlined in the LAG, is based in trust. He also feels that trust needs to be restored. Jim gave some examples of problems he recently encountered.</p> <p>It took him six months to convince people that he had a good contract when using lump sum bidding instead of unit price.</p> <p>He had a protest from a contractor that he reviewed. After his review, he denied the protest. The contractor went to WSDOT and FHWA. He was notified to put a hold on the contract under threat of removal of funds. He asked, "Why is it that I cannot contact FHWA and the contractor can get them as an audience?"</p> <p>When trying to get a right of way certification type 3, he was told by the head of WSDOT NW Region Real Estate Services, "you won't get it because we don't trust you."</p> <p>Jim feels we need to restore trust and develop a mechanism to address these types of issues. He is not sure if the LAG committee is the proper venue.</p> <p>He asked the members for input on the issue. Comments from the committee members from different areas of the state did not reflect the same problems that Jim presented. It appears that these issues are more prevalent in the NW Region.</p> <p>DOT and Locals need to engage in constructive dialog and develop a mutual respect for each other, said Jim Whitbread.</p> <p>The perspective of DOT always starting with "NO" to requests from local agencies in lieu of trying to solve problems was also a item of discussion.</p> <p>Gary Hughes, FHWA, presented a chart that shows how relationships between all agencies and contractors should work. He mentioned that Kathleen Davis is aware of these issues and they will be addressed. Ron Pate also mentioned that Mike Horton, H&LP Operations Engineers starting as of August 1, 2003, stopped by his office to discuss this issue after noticing it on the agenda. Mike wanted the committee to know that he is aware of the problems will be working toward a solution. Comments are welcome.</p>		
Action items: Process improvement		Person responsible: FHWA, H&LP, Local Agencies Deadline: Ongoing
40 Min	LAG Review – Changes/Corrections/Comments	Ron Pate
<p>Discussion: Ron presented proposed edits to the LAG Manual to the committee. The committee approved changes to be included in the next LAG revision. The approved revisions were:</p> <p><u>Appendix 14.62</u> added verbiage in the project development checklist to reflect the same language in chapter 46 of the manual regarding submittal of award data.</p> <p><u>Appendix 21.43</u> – adding Legislative and Congressional District maps.</p> <p><u>Appendix 53.51</u> – Reformatting of the Local Agency Document Review Checklist, via the addition of spreadsheets for Prime and Subcontractor Information, and Change Orders.</p> <p><u>Chapter 52</u> – Revising Acceptance and Assurance testing procedures along with placing the information with the WSDOT Construction Manual exceptions in an appendix. Clarify 52.8(i) rewrite into one sentence.</p> <p>Normal maintenance revisions such as name changes will occur as normal.</p>		
Action items: Add language to appropriate areas of the LAG and publish.		Person responsible: Ron Pate Deadline: Sept. 2003
Notes:	The meeting was adjourned at 12:30 pm	